

## **FIRE PROTECTION POLICY BOARD**

Regular Meeting

**August 22, 2007**

Lacey Fire District - Headquarters

1231 Franz Street SE

Lacey, WA

**Board Members Present:** T.J. Nedrow, Wayne Wienholz, Rick Chaney, Dean Hosni, Bud Hover, Dean Shelton and Jennifer Gregerson

**Board Members Absent:** Jim Broman and Mark Kahley

**WSP Staff Present:** Mike Matlick, Paul Perz, Anjela Foster and Kathy Ritter

**Guests Present:** Linda Berner, Charles Heath, Brian Van Camp, Jeanne Kraske, Fred Allinson and Bill Edwardson

### **OPENING:**

T.J. opened the meeting with introductions at approximately 9:15.

### **APPROVAL OF AGENDA:**

**Motion:** It was moved and seconded to approve the agenda, with the understanding that agenda would be amended to allow Chief Van Camp to provide his report upon his arrival.

**Motion passes. Unanimous.**

### **APPROVAL OF MINUTES:**

**Motion:** It was moved and seconded to approve the minutes from the May 23, 2007, Regular Meeting.

**Motion passes. Unanimous**

**Motion:** It was moved and seconded to approve the minutes from the July 25, 2007 Work Session.

**Motion passes. Unanimous**

### **REPORTS**

**State Fire Marshal's Office ~** State Fire Marshal Mike Matlick provided an overview of the wild land fire season and advised that the \$4 million allotment in the Fire Contingency Pool has been expended. Mike also advised that cost savings have resulted due to rapid initial attacks.

Mike also provided an overview of an arsonist problem in the Benton, Franklin and Walla Walla County area. According to area Fire Chiefs, approximately 1/3 (43 of 153) of the fires in the last 60-90 days have been determined to be intentionally set. Mike advised that to help combat this problem, they plan to amend the Mobilization Plan to allow for mobilizing prior to resources being exhausted. Mike explained that this concept holds the local resources in abeyance for additional initial attack efforts. The new resources will come in prior to the resources being

exhausted to support initial attack. This concept is supported by the area fire chiefs and the WSP.

Mike also provided a personnel update, advising that the bureau is in the process of reallocating Instructors to the Deputy State Fire Marshal job class, due to the inability to retain Instructors due to the disparity in pay between these 2 job classes. Mike advised that it may be necessary to leave one position vacant to make up the salary increase. Also, one of the Office Assistant 3 positions at the Fire Training Academy has been reallocated to a Secretary Supervisor, to allow for distinction of duties and to provide supervisory oversight.

It is anticipated that all of the reallocations will cost an additional \$38,000 per year.

Mike advised that the voluntary sprinkler recall program will be ending the end of August. The Prevention Division has been very proactive in getting the word out through TV, radio and newspaper ads.

Mike provided an update on the CBRNE (Chemical, Biological, Radiological, Nuclear, and Explosive) Program which is designed to provide highly trained Haz-Mat responders to haz-mat incidents, bomb scenes and terrorist events. The Department of Ecology has received a \$30,000 grant to continue to study this issue, determine governance and to identify a funding source. If this program does get approved through the legislature, it is likely that the State Fire Marshal's Office will be named as the lead organization for the program.

#### **DECISION ITEMS ~**

**Motion:** It was moved and seconded to approve the accreditation of Everett Community College's NFPA 1001 Fire Fighter 1, 2002 edition and NFPA 472 Hazardous Materials Awareness, 2002 edition.

**Discussion:** Jeanne Kraske, Director of Everett Community College's Emergency Services Program provided further information on the programs.

**Motion passes. Unanimous.**

Charles Heath, State Building Code Council staff provided an overview of the Decision Item relating to recommended language changes in SSHB 1811 – Automatic Sprinklers in Nightclubs.

**Motion:** It was moved and seconded to approve recommended changes to the proposed final rule.

**Motion passes. Unanimous.**

Anjela Foster, Assistant State Fire Marshal of the Prevention Division provided an overview of the Decision Item relating to Regional Contract unspent fund balances, requesting approval to direct these funds to the purchase of specific, pre-identified supplies to support the statewide fire safety slogan program.

Wayne Wienholz advised that the Washington State Association of Fire Marshals are in favor of utilizing a portion of the unspent funds to hire a facilitator for the Fire Prevention Committee, to help move the Fire Prevention Master Plan forward. Anjela explained that due to the tight timeline constraints it is very unlikely that a contract with a facilitator could be developed, and executed in time to be effective within the 1 month time frame between when the money is available and the contract ends. Anjela advised that at the October Work Session, she would provide a report detailing the regional contracts that closed out in June.

**Motion:** It was moved and seconded to authorize the State Fire Marshal's Office to utilize unspent regional contract funds on fire prevention materials.

**Motion passes. Unanimous.**

**Training Committee** ~ Chief Brian Van Camp provided an update on the progress of the Fire Training Committee in developing a State Training Master Plan. Chief Van Camp advised that the Training Committee has worked their way through the six strategies previously developed, and now plan to accelerate their timeline for submitting the State Fire Training master Plan to the Fire Protection Policy Board for their review.

Chief Van Camp advised that the Committee views a state wide fire service training website as a critical tool to ensure access a centralized, well maintained calendar of state wide fire service training events and other training related information. The Committee feels the website will ensure coordination of training delivery and will help eliminate duplication.

Mike Matlick advised that from the State Fire Marshal's Office perspective, the most viable option is to hire an employee who would work under the directions of the WSP's Information Technology Division and provide on-site service. Mike explained that this option minimizes a lot of the work of staff as the business owner, as the person hired would become an employee.

Mike further advised that the Decision Item currently before the Board only addresses the option of hiring 1.5 FTE and allocation \$270,000, per biennium. Mike stated that if this is not the direction the Board wishes to take, then the issue of contracting needs to be considered. Mike explained that the option of contracting creates a whole set of issues in terms of developing the Request for Proposal, having the business office staffed to oversee the process and ensure that the State Fire Marshal's Office, as the grantor of the contract has their needs met. Mike added that his experience working with contractors has not been favorable (referenced the Training Records Management System at the FTA). Following are other issues Mike identified to be considered:

- ◆ Will create more work for the SFMO as the business owner
- ◆ Who will develop the Request for Proposal?
- ◆ How will the Request for Proposal be developed?
- ◆ Who will oversee the bidding process?
- ◆ What happens when there are glitches between the SFMO and the contractor, which result in change orders and additional costs?

Anjela Foster noted that the Governor's Executive Order #903 ruling could adversely affect the desire to outsource this product.

Chief Van Camp advised that the Training Committee feels that in order for the website to be credible, it needs to have accurate, accessible information constantly maintained and updated so the site is always current.

Following further discussion it was agreed that this Decision Item will be put on hold and re-addressed at the October Work Session, with action scheduled to be taken at the Regular Meeting in November.

Mike advised that he would have a white paper developed detailing the impact of Initiative 903 and forward it to the Board for their review prior to the October Work Session. He also advised that he could make arrangements necessary to have an ITD staff person available at the Work Session to answer additional questions.

Following discussion on the Fire Prevention Master Plan, Wayne Wienholz made the following motion:

**Motion:** It was moved and seconded to accept the Fire Prevention Master Plan for integration into the Fire Protection Policy Board's strategic vision for the future.

**Discussion:**

In additional discussion, the Board agreed it would be necessary to develop a strategy to seek funding for implementing the statewide Fire Prevention Master Plan. Wayne Wienholz amended his motion to include the recommendation that ongoing support from the Chief of the WSP is solicited, the original Fire Prevention Workgroup be re-convened (or a new workgroup convened) as a standing committee of the FPPB, who with the assistance of a capable, hired facilitator would advocate the plan, facilitate and integrate the Plan with other Policy Board initiatives and to track the Plan through the coordinated actions of all stakeholders and local agencies, and would develop and recommend an implantation plan to the Fire Protection Policy Board to move the Fire Prevention Master Plan forward.

T.J. advised that it is his preference to move forward with the original motion (to accept the Fire Prevention Master Plan for integration into the Fire Protection Policy Board's strategic vision for the future) with the understanding that the Board would move the Plan forward. T.J. shared his concern that the expectations that are laid out are too broad, and there is the potential of impact on WSP resources that are already prioritized and are unfunded.

Wayne clarified his motion, advising that it identifies the basic actions:

- ◆ The Board accepts the Plan;
  - ◆ Support is solicited from the Chief of the WSP;
  - ◆ Add a standing Committee, reporting to the Fire Protection Policy Board is established.
- He advised that the remainder of his motion is aimed at providing direction to the Standing Committee.

In further discussion on funding, Mike advised that currently any costs of implementing the Plan would come out of operating general fund dollars, which are currently obligated for existing programs. Mike further advised that if it is the expectation that the State Fire

Marshal's Office carry the bulk of the legislative agenda, it may not be possible with the current efforts and direction given to develop and implement a state supported fire training system. Mike advised is the Board wants to change his priority to prevention, he would have to take a step back from promoting state supported fire service training, as he does not feel the Bureau could be successful in working the legislation for both programs.

Mike advised that he feels that in order for the Plan to be implemented successfully, it will take the major fire service organizations making commitments to seek legislation and support for the Plan.

In response to Wayne's request that unspent funds from the Regional Contract Funding be utilized to hire a facilitator to complete the work of the Fire Prevention Workgroup, Mike Matlick reiterated Anjela's earlier comments, advising that the tight time constraints of the contract process would make this very difficult, as the funds would not be available until the first of June, and would be required to be fully expended by June 30, 2008. It was agreed that a Stakeholder group consisting of Fire Protection Policy Board members and available members of the Fire Prevention Work Group would be convened to brainstorm implementation strategies.

***Motion passes. Unanimous.***

**Legislative Priorities for the Washington State Fire Service Leadership Forum**

**Group~** It was agreed that the Board would reaffirm their 2007 legislative priorities for 2008.

- ◆ FTA Funding
- ◆ Regional Haz Mat Teams
- ◆ Firefighter Health & Safety

A Decision Item will be prepared that will be scheduled to have action taken on at the October 24 Work Session.

**Other Business ~** T.J. advised that a state level coalition is being formed that will address the goals and strategies of the National Unified Goal for Traffic Incident Management (TIM), and a first ever TIM conference will be held September 18-19 in North Seattle,

**Annual Report –** Jennifer Gregerson provided an overview of the changes made to the draft of the Fire Protection Policy Board's Annual Report for 2006 since it was last reviewed, which include adding more pictures and board biographies. A copy of the report will be posted on the WSP Webpage, and hard copies will be provided to board members and the associations they represent.

Meeting Adjourned.

Approved:

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T.J. Nedrow, FPPB Chair

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(Date)

**Next Meeting:**

October 24, 2007 – Work Session  
General Administration Building

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